



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

November 20, 2017

Karen Allen
625 Cunningham St
Clare, MI 48617

RE: License #: DG180060079
Allen Karen
625 Cunningham Street
Clare, MI 48617

Dear Ms. Allen:

Attached is the Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and rules. You have submitted an acceptable written corrective action plan covering the violations cited in the report. Therefore, your license is renewed.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (989) 732-8062.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in blue ink that reads "Candice Case-French".

Candice Case-French, Licensing Consultant
Bureau of Community and Health Systems
931 S Otsego Ave, Suite 3
Gaylord, MI 49735
(989) 370-8192

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #:	DG180060079
Licensee Name:	Karen Allen
Licensee Address:	625 Cunningham St Clare, MI 48617
Licensee Telephone #:	(989) 386-4404
Licensee:	N/A
Name of Facility:	Allen Karen
Facility Address:	625 Cunningham Street Clare, MI 48617
Facility Telephone #:	(989) 386-4404
Original Issuance Date:	07/03/1989
Capacity:	12
Age Range:	Ages Birth Thru 17 years

II. METHODS OF INSPECTION

Date of On-site Inspection(s): 11/14/2017

		No. of Records Reviewed
No. of children enrolled in care	18	15
No. of assistant caregivers employed	4	4
No. of child care children present at time of inspection	6	
No. of other children present at time of inspection	0	
No. of assistant caregivers present at time of inspection	3	
Licensee present at time of inspection?	Yes	
Persons Interviewed:	Licensee	<input checked="" type="checkbox"/>
	Assistant Caregivers	<input checked="" type="checkbox"/>

Approved child use space: The four child care rooms on the main floor are approved child use spaces.

Exiting information (including second floor and basement): There are two exits in the child care home. The first exit is the front door located in the enclosed porch off the main classroom and it provides egress to the front yard. The second exit is located off the kitchen and provides egress to the backyard.

Approved variances - No Yes Description:

Key Indicator Inspection: No

Additional information:

- Pets? No Yes If yes, describe.
- Hot tubs or spa pool? No Yes If yes, are there appropriate barriers?
- Swimming pool? No Yes If yes, describe pool and barriers.
- Other water hazards? No Yes If yes, describe.
- Fireplace or wood burning stove? No Yes If yes, describe.
- Fireplace/wood burner in use during child care hours? No Yes If yes, describe barriers to protect children from burns.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care home administrative rules and statutes. Verification of compliance included direct

observations of the physical environment and the program, discussions with staff, and a review of the home's records, including staff records and children's records. Staff records include background checks, medical clearance information, and training information. Children's records include child information cards and child in care statements/receipts.

During the inspection, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:

**R 400.1906 Records of caregiving staff and child care home family;
record maintenance.**

(1) The caregiver shall maintain a file for the caregiver and each assistant caregiver including all of the following:

(b) A statement signed by a licensed physician or his or her designee and which attests to the individual's mental and physical health.

(ii) For the assistant caregivers, within 1 year prior to caring for children and at the time of subsequent renewals.

A statement signed by a licensed physician or his or her designee was not on file for assistant caregiver Zoe Gagne. Ms. Allen stated that she is aware that Ms. Gagne needs a medical clearance and Ms. Gagne is working on obtaining the clearance from her physician.

REPEAT VIOLATION ESTABLISHED
LSR Dated 11/06/2015
Corrective Action Plan Dated 11/05/2015

R 400.1907 Children's records.

(1) Prior to initial attendance, the caregiver shall obtain the following documents:

(a) A completed child information card on a form provided by the department or a comparable substitute approved by the department.

I reviewed 15 child information cards. Out of the 15 cards reviewed, the following information was missing/incomplete: father's information (2), allergies/special needs (2), physician (1), and parent signature (2). Ms. Allen stated that she was aware that the child information cards needed to be completed in full, but she unaware that some information was missing.

REPEAT VIOLATION ESTABLISHED
LSR Dated 10/29/2013
Corrective Action Plan Dated 10/28/2013

R 400.1907 Children's records.

(2) Records in subrule (1) of this rule shall be reviewed and updated annually or when information changes.

I reviewed 15 children's files. Out of the 15 files reviewed, 3 child information cards and 15 child in care statements were not updated annually. Ms. Allen stated that she was aware that the information needed to be updated annually and she must have missed a few. She would have the parent's update the information immediately.

R 400.1907 Children's records.

(3) Dated daily attendance records of children in care shall be maintained and shall include the child's first and last name and the time of arrival and departure.

During the inspection on 11/14/2017, five children were signed in on the attendance sheet, but six children were present. Ms. Allen stated that parents sign children in when they arrive and sometimes the parents don't sign their children in. Ms. Allen is aware that all children must be signed in. We brainstormed ideas on how to check attendance throughout the day, including having assistant caregivers check the attendance when they arrive and depart.

REPEAT VIOLATION ESTABLISHED
LSR Dated 11/06/2015
Corrective Action Plan Dated 11/05/2015

R 400.1923 Diapering and toilet learning.

(2) The designated changing area shall comply with all of the following:
(d) Have a nonabsorbent, easily sanitized surface with a changing pad between the child and the surface.

I observed a child being diapered on a receiving blanket on top of the nonabsorbent, easily sanitized surface.

R 400.1923 Diapering and toilet learning.

- (2) The designated changing area shall comply with all of the following:
 - (e) Be cleaned and sanitized after each use.

I observed an assistant caregiver complete a diaper change. After the diaper change, the changing pad was not cleaned and sanitized. There was a posting reminding caregivers to clean and sanitize the changing pad and the supplies were readily available near the changing pad. Ms. Allen stated that the assistant caregivers know they are to clean and sanitize the changing pad after every diaper change. The assistant caregiver must have forgotten and Ms. Allen would review the steps with the assistant caregiver again.

R 400.1933 Water supply; sewage disposal; water temperature.

- (4) Hot water temperature shall not exceed 120 degrees Fahrenheit at water faucets accessible to children.

The hot water was 123.8 degrees Fahrenheit. Ms. Allen stated she is aware that the water shall not exceed 120 degrees Fahrenheit. She was unaware that the water was over 120 degrees Fahrenheit and she would turn the hot water heater down.

R 400.1944 Smoke detectors; fire extinguishers.

- (1) Operable smoke detectors approved by a nationally recognized testing laboratory shall be installed and maintained on each floor of the home, including the basement, and in all sleeping areas and bedrooms used by children in care.

I observed outdoor play, lunch, bodily care, story time, singing, rest time, and departure. Ms. Allen and her assistant caregivers were nurturing and provided a variety of developmentally appropriate learning experiences for the children in care.

I provided technical assistance and consultation on the recall list, documenting shaken baby syndrome trainings, and diapering. Ms. Allen has certificates for each employee from an orientation she conducts after hiring an assistant caregiver. Shaken baby syndrome is covered in the orientation, however, the certificate only says orientation. I advised Ms. Allen to add a statement stating that shaken baby syndrome is covered during the orientation.

A corrective action plan was requested and approved on 11/14/2017. It is expected that the corrective action plan be implemented within the specified time frames as outlined in the approved plan. A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

IV. RECOMMENDATION

I recommend issuance of a regular license to this child care group home (capacity 7-12).

Candice Case-French

November 20, 2017

Candice Case-French
Licensing Consultant

Date